

A RESOLUTION BY

FINANCE/EXECUTIVE COMMITTEE

03- *R* -0713

AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH JKR MAINTENANCE SERVICES, INC. TO CONTINUE PROVIDING MAINTENANCE SERVICES FOR THE INFRASTRUCTURE AND SYSTEMS AT CITY HALL EAST UPGRADES IN AN AMOUNT NOT TO EXCEED \$396,897.96 FOR A ONE (1) YEAR MAINTENANCE AGREEMENT ON BEHALF OF THE OFFICE OF GENERAL SERVICES. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 523001 D45105.

WHEREAS, the City of Atlanta (the "City") wishes to enter into an appropriate contract with JKR Maintenance Services, Inc. to continue providing maintenance services for the infrastructure and systems at City Hall East for a one (1) year maintenance agreement on behalf of the Office of General Services; and

WHEREAS, the City owns City Hall East and is responsible for the maintenance of the facility; and

WHEREAS, when the City purchased City Hall East, the City entered into a formal agreement, FC-5017-91, Maintenance Services Agreement with JKR Maintenance Services, Inc., assuming the existing maintenance service agreement that Sears had for the facility; and

WHEREAS, the Department of Procurement has certified JKR Maintenance Services, Inc. as the sole provider to continue to provide maintenance services for one (1) year for City Hall East, as contemplated by §2-1191 of the City Code of Ordinances.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to enter into a contractual agreement with JKR Maintenance Services, Inc. to continue providing maintenance services for the infrastructure and systems at City Hall East for a one (1) year maintenance agreement on behalf of the Office of General Services in an amount not to exceed \$396,897.96.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepared an appropriate contractual agreement.

BE IT FURTHER RESOLVED, that this agreement shall not become binding on the City and the City shall incur no liability upon same until such contract has been executed and delivered to the contracting party.

BE IT FURTHER RESOLVED, that all contracted work shall be charged to and paid from Fund Account and Center Number: 1A01 523001 D45105.



CITY OF ATLANTA

Shirley Franklin
MAYOR


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ATLANTA, GEORGIA 30303
(404) 330-6204 Fax (404) 658-7705
Internet Home Page: www.ci.atlanta.ga.us

DEPARTMENT OF PROCUREMENT
Adam Lorenzo Smith
Chief Procurement Officer

April 21, 2003

MEMORANDUM

TO: Deborah Scott Brooks, Director
Office of General Services

FROM: Adam L. Smith 

RE: Sole Source Designation

I am in receipt of your request for a sole source designation to JKR Maintenance Services, Inc. ("JKR") to continue providing maintenance services for the City of Atlanta's (the "City") East facility ("City Hall East"). According to your request, JKR has the expertise, experience and history necessary to continue providing maintenance services for the infrastructure and systems at City Hall East.

I have reviewed the information that you provided and discovered, among other things, the following:

1. The City purchased City Hall East in the 1980's and assumed the existing Maintenance Services Agreement for the facility which was being provided by JKR.
2. The City entered into a formal agreement, FC-5017-91, Maintenance Services Agreement for City Hall East for the assumption of the Maintenance Services Agreement.
3. The City has not made any upgrades to the structural, mechanical or electrical infrastructure of City Hall East and the City cannot, at this time, make the capital investment to replace the existing systems or infrastructure.
4. The existing vendor has been required to "craft" or "manufacture" discontinued parts for the facility's systems and provides technical assistance skills when construction/renovation operations are necessary to tie in to the existing systems.

Based on the above, I have determined that your request meets the provisions of §2-1191, Sole Source Procurement, of the Atlanta Code of Ordinances, and that JKR is uniquely qualified to continue to provide the necessary maintenance services at City Hall East.

The Department of Procurement will prepare the appropriate legislation for approval by Council.

If you have any questions please give me a call at (404) 330-6204.



CITY OF ATLANTA

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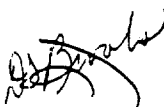
Shirley Franklin
MAYOR

OFFICE OF THE MAYOR
Chief Operating Officer
Lynnette W. Young

Office of General Services
Deborah Scott Brooks
Director

14 April, 2003

TO: Adam L. Smith, Chief
Department of Procurement

FROM: Deborah Scott Brooks, Director 
Office of General Services

RE: FC-5017-91 Maintenance Service Agreement
Request for Month-to-Month Payments

This correspondence is submitted requesting your approval of month-to-month payments, for existing maintenance services agreement with JKR Maintenance, until final disposition on the overall operation of City Hall East is determined which results in either the City relinquishing ownership or such time you deem necessary to develop an appropriate arrangement.

As we discussed, when the City purchased the property then known as the Sears Building, 675 Ponce de Leon Avenue, maintenance services for Sears were being provided by JKR Maintenance and the City entered into a formal agreement to assume/continue the existing arrangement. This was to the benefit of the City, since the level of extensive knowledge of and experience in the maintenance operation of the facility would not be interrupted. The structural, mechanical and electrical infrastructures of City Hall East are complex and require service delivery based on historical knowledge/experience. The existing vendor has often been required to craft discontinued parts for the facility's systems and to provide the technical skills to tie new construction/renovation operations to existing plant (mechanical & electrical) services. The monthly base cost (\$33,074.83), for this agreement has never been increased while the requirements for services have --the tenant population and operations have more than doubled. It is predicted that costs to secure these services under a new contract would be greatly increased in today's market. Originally, there was the intention to eventually bring this service in-house. Continuing reductions in staff and funding has almost eliminated this possibility. It should be noted that the present vendor provides twenty-four (24) hour coverage and response.

Additionally, the Chief Operating Officer, Chief Financial Officer and Planning Commissioner are conducting studies on the usage of City Hall East and sale of the property is one of the option being explored. A change in services at this time may be even more unnecessary if a sale is pending.

Per our today's discussion, I am attaching files related to the original agreement; please advise if additional information is required. The attached purchase request is submitted to request monthly base payments at \$33,074.83, totaling \$396,897.96 for the year. It should be noted that payments are now due for services delivered for January through March 2003.

Your continued cooperation is appreciated.

/dsb

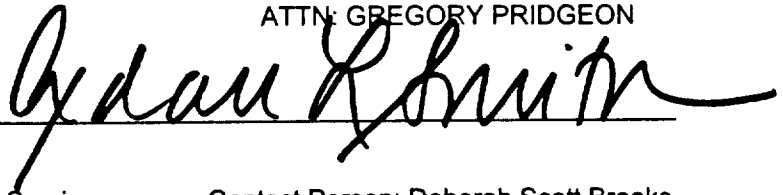
Attachment

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREGORY PRIDGEON

Chief Procurement Officer Signature: _____



Originating Department: Office General Services

Contact Person: Deborah Scott Brooks

Committee(s) of Purview: Finance/Executive

Council Deadline: April 7, 2003

Committee Meeting Dates(s): April 30, 2003

Full Council Date: May 5, 2003

CAPTION


AUTHORIZING THE MAYOR TO ENTER INTO AN APPROPRIATE CONTRACTUAL AGREEMENT WITH JKR MAINTENANCE SERVICES, INC. TO CONTINUE PROVIDING MAINTENANCE SERVICES FOR THE INFRASTRUCTURE AND SYSTEMS AT CITY HALL EAST UPGRADES IN AN AMOUNT NOT TO EXCEED \$396,897.96 FOR A ONE (1) YEAR MAINTENANCE AGREEMENT ON BEHALF OF THE OFFICE OF GENERAL SERVICES. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 1A01 523001 D45105.

BACKGROUND

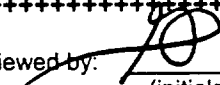
FINANCIAL IMPACT (if any)

Mayor's Staff Only

Received by Mayor's Office: _____

5.1.03 
(date)

Reviewed by: _____


(initials)

(date)

Submitted to Council: _____

(date)

Action by Committee: _____

____ Approved ____ Advertised ____ Held ____ Amended

____ Substitute ____ Referred ____ Other